19.4 Employees shall be paid as per agreement with Union as follows:

A. All full-time, twelve (12) month employees will receive twentyfour (24) equalized payments on the sixteenth and the last calendar day of each month. All other employees shall be paid twice monthly on the sixteenth and the last calendar day of each month.

- B. All full-time, twelve (12) month employees with properly approved and authorized voluntary deductions, including union dues, will be deducted over twenty-four (24) payments.
- C. Full time, ten (10) month employees with properly approved and authorized voluntary deductions, including union dues, will be deducted over twenty (20) payments. Beginning in the 2020-2021 school year, all Bay District School Bus Drivers and bus paraprofessionals will be given the option of receiving payment over a twenty-four (24) check payment cycle. Guidelines are in APPENDIX

Beginning in the 2024-2025 school year, all newly-hired Bay District Schools Bus Drivers and Bus Paraprofessionals will receive a twenty-four (24) check payment cycle. All current employees will be grandfathered in and allowed to select a twenty (20) or a twenty-four (24) check payment cycle for the 2024-2025 school year only. Beginning in 2025-2026, all current and newly-hired employees will be on the twenty-four (24) check payment cycle.

In the event of a rate change during the fiscal year, the new rates will be deducted from the remainder of the payments from the date of notification.

D. Employee's payment report shall reflect the actual number of hours worked and the amount of paid/unpaid leave utilized.